

**Maine EMS Examination Committee Meeting
Tuesday, October 16, 2001
Maine EMS Conference Room, Augusta**

Minutes

Present: J. Vaniotis – Chair, K. Roderick, D. Gilman, J. LeBrun, G. Utgard

Absent: D. Bahr, R. Doughty,

Staff: D. White

1. Call To Order - The meeting was called to order at 9:30 a.m.

D. White reported that D. Bahr and R. Doughty had notified him that they would be unable to attend the meeting.

A. Introductions

The Chair introduced Gary Utgard to the Committee. Gary is the new Level I Instructor Coordinator representative to the Committee.

B. Assign Timekeeper – K. Roderick

C. Additions/Deletions to the Agenda – None

2. Minutes – September 18, 2001, meeting minutes - review for acceptance

The minutes of the September 18, 2001, meeting were reviewed.

Motion: To accept the minutes of the September 18, 2001, meeting (;Roderick - motion carries).

3. Old Business

A. BLS Cardiac Skill Sheet

Committee members reviewed the BLS Cardiac skill sheet and reviewed information provided by J. LeBrun concerning American Heart Association (AHA) changes in CPR.

The Committee discussed the AHA changes and made minor modifications to the skill sheet. Staff will make the required changes and distribute the new sheets to the regional offices.

B. Exam Administration Manual (EAM)

The Committee reviewed the revisions of the written exam instruction information prepared by J. LeBrun.

The Committee reviewed and accepted changes to the Examiner Payment Sheet with the one modification to put in “Rate BLS/ALS” instead of “Level”.

Work will continue with next month to finish appendix G.

C. Elimination of Practical Exams – Placeholder pending report

4. New Business - None

5. Next Meeting

The next meeting will be held on Tuesday, November 13th or Tuesday November 27th ; the Chair will poll members as to the preferred date.

A. Set Agenda - Next agenda to include:

1. Exam Administration Manual – Appendix G

6. Adjournment - The meeting was adjourned at 12:30 p.m.

Respectfully submitted,
Drexell White